Reviewed by:	

# COMMISSIONER BOARD MINUTES June 22, 2010

Those present at the public meeting of the Venango County Commissioners held in the MH/MR Conference Room at the Human Services Complex:

Commissioner Tim Brooks Commissioner Jan Beichner

Rich Winkler, Solicitor Treasurer

Denise Jones, Chief Clerk/County Admin.

Diona Brick, Finance Administrator
O. C. Bell, Airport

Connie Hazelton, Human Resources
Rich Mihalic, Park Director

Bill Kresinski, MIS

Judy Downs, Planning Director

Sheila Boughner, News Herald Barb Benedict, CYS

Ray Beichner, Taxpayer

Darlene Sherman, Taxpayer

John Rusnak, HRG Engineering

Frank Toothman, Taxpayer

Linda Christian, Taxpayer

Doug Weikel, HRG Engineering

Mike Thomas, Taxpayer Claudia Allen, Taxpayer Heather S. Mohnkern, Auditor David Neill, Taxpayer

Jeff Langworthy, Township Supervisor Roger Patterson, Cherrytree Twp. Superv.

Lewis E. Stoudt, Township Supervisor Tim Bruno, PA DEP – Meadville

Michael R. Hadley, Esquire Matthew Croyle, Taxpayer Ruth Sitler, PA DEP Rod Bedow, Taxpayer

Sue Duray, Taxpayer Martha Breene, Republican Party Chair

The meeting began with a moment of silent prayer and then Commissioner Brooks led the group in the Pledge of Allegiance.

## **COMMISSIONER BOARD:**

Commissioner Brooks called the meeting to order at 6:01 p.m. A motion was made by Commissioner Beichner to approve the minutes from the June 8, 2010 meeting, seconded by Commissioner Brooks, aye all.

Michael Hadley had a comment on the agenda. He stated that there is nothing on the agenda concerning the status of Commissioner Troy Wood. 1) He asked who authorized the statement from Denise Jones dated 6/18/2010 regarding Troy Wood; 2) He advised that it is the Court of Common Pleas that has the authority to appoint a replacement for a Commissioner, not Judge Lobaugh as the statement indicates; and 3) He asked that this item be added to the agenda.

There was no business to come before the Board from Court Administration, the Row Offices, or the Prison.

#### **COMMUNITY SERVICES:**

O. C. Bell, Airport Director, presented two agreements. One was a Hangar Use Agreement with Kevin Drew and another was for a Hangar Use Agreement with Dennis Baker Constructions. Commissioner Brooks made a motion to approve both contracts; Commissioner Beichner seconded the motion; aye all.

#### **HUMAN SERVICES:**

The following items were presented for approval by Barb Benedict, on behalf of Human Services Administrator Dave Schwille:

#### MH/MR

Renewal Agreement with Family Services and Children's Aide Society to provide Home and Community Habilitation Level 3 at \$6.16 per 15 minute unit, Comprehensive Community Support at the rate of \$5.83 per 15 minute unit, Student Assistance Program at the rate of \$49.00 per hour (1,426 hour maximum) and Family Foundations (Family Based Mental Health Services) at the rate of \$26.93 per 15 minute unit.

Renewal Agreement with the ARC of Crawford County to provide Agency with Choice Services at the Office of Developmental Programs set rate plus \$125.00 per month per client. This contract is for MR consumers who are funded out of the County base allocation.

Renewal agreement with the Crawford County Mental Health Awareness Program (CHAPS) to provide non-emergency telephone support (Warmline) service to Venango County MH consumers and their families at \$11,628.72 per annum.

Renewal agreement with Community Services of Venango County for the Consumer and Family Satisfaction Team (C/FSFT) to survey up to 342 MH and or SA consumers receiving services through HealthChoices at \$160.81 per survey to a maximum of \$55,000, up to \$10,000 for structural repairs to a consumer-focused apartment complex and \$26.62 per 15 minute unit for Early Intervention Assessment and Evaluation.

Renewal agreement with Hand in Hand Christian Counseling to provide a group-based living skills program (LISTEN) for MH consumers referred by the base service unit and probation and parole at a maximum amount of \$21,112.00.

Renewal agreement with Venango Training and Development Center to provide Home and Community Habilitation Services at \$5.21 per 15 minute unit, Community Habilitation-Seneca at \$3.69 per 15 minute unit, Community Habilitation-Shippenville at \$2.61 per 15 minute unit, Supported Employment at \$8.56 per 15 minute unit, Prevocational Service-Seneca at \$1.08 per 15 minute unit, Prevocational Services-Dubois at \$1.69 per 15 minute unit and Transitional Work Services at \$3.86 per 15 minute unit, the Mental Health Socialization Program at \$89,830 per annum, the Fairweather Lodge Program at \$60,000 and the receptionist at the Human Services complex at the rate of \$2.63 per 15 minute unit which is a shared cost among the Human Services Agencies.

Renewal Agreement with Susquehanna Software, Inc for technical support and maintenance at the rate of \$11,980 per year as well as custom programming at \$85 per hour plus travel costs.

Renewal Agreement with the Regional Counseling Center to provide Outpatient Mental Health Services to include the Representative Payee function for MH consumers (\$49.19 per month per consumer), Forensic MH Counseling Services in the Jail (\$55.00 per hour), and psychiatric support in the Jail at 4 hours per week and psychiatric support on site at the Base Service Unit 4 hours per week (Physician rate of \$159.65 per hour and Extender rate of \$82.40 per hour). The

County will program fund the following services: Outpatient – Oil City (\$226,829), Outpatient – Franklin (\$52,924); Medications (\$4,728); Depression Bi-Polar Support Alliance support group (\$4,000); Illness Management and Recovery Training (\$13,824); and Housing Support (\$10,000).

Renewal agreement with Carie Forden, PhD to perform program evaluation for the forensic supportive housing program at the rate of \$50.00 per hour to a maximum of \$1,500.

#### **OEO/Transportation**

Transportation Agreements for 2010-2011 with Baker Area Transportation Services to include Partial Hospitalization at \$34,560 (approximately 864 hours of service) for both Medical Assistance Transportation and MH/MR consumers, \$471,236 (approximately 12,000 hours of service) for exclusive Medical Assistance Transportation, primarily out of county trips.

Approval of the interagency agreement with MH/MR to provide Hotline and Urgent Care response for Medical Assistance Transportation. The rate is \$15.00 per call.

An addendum to the Laurel Technical Institute reducing the contract from \$90,000 to \$43,200 which is more in line with what they propose to expend by 9/30/10. Initial estimate was to serve 75 youth in their summer program, however, they are now only projecting to serve approximately 30 youth.

The approval of the following CSBG/ARRA subcontracts:

Venango County Maintenance Department in the amount of \$20,000 for a summer apprenticeship programming serving 2 low-income persons.

Venango County MH/MR in the amount of \$30,000 for the Coffee Shop at the Human Services Complex. It will assist in wages/fringes for 4 part-time workers plus initial start-up costs such as equipment, materials, supplies, etc. It is anticipated that the shop will be self-sustaining upon completion of ARRA funding.

Venango Training & Development Center in the amount of \$100,000 to expand the At Risk Youth program to an additional 42 low-income youth ages 16-24 from Crawford and Venango Counties. Program aids in development of Work Ready Skills and includes case management, leadership skills, occupational skills, tutoring, supportive services and work experience.

### **Children & Youth Services:**

Renew agreement with Penncrest School District for the Teen Parenting and Young Parents Program for \$17,200. The program provides teen parenting services emphasizing on assisting teen parents to continue in school and to graduate from high school.

Renew agreement for the Fatherhood Initiative program through Family Services and Children's Aid Society in the amount of \$69,300.

Renew agreement for the Oil City YMCA NYPM program in the amount of \$23,710 for 24 participants who complete at least 16 45- minute sessions.

Renewal agreement for the afterschool program provided by Grace Learning Center, Inc. in the amount of \$68,500 to be invoiced at an hourly rate of \$4.48 per eligible child.

Renewal agreement for the PALS and Parenting 101 Programs provided by Child Development Centers, Inc in the amount of \$131,251. The PALS program is an afterschool program that services up to 150 children in the county at a rate of \$670.84 per child for a contract maximum of \$100,626. The Parenting 101 program provides parenting classes at various locations throughout the county and is invoiced on a quarterly basis in the amount of \$7,656.25 for a contract maximum of \$30,625.

Renew agreement for the Nurse Home Visitor and Welcome Every Child Programs provided by Community Services of Venango County in the amount of \$ 104,341. NHV services are \$73.25 per visit with a maximum of 820 visits for a contract maximum of \$60,065. The WEC program is payable in 12 monthly installments of \$3,689.67 for a contract maximum of \$44,276.

Renewal agreement with Shippenville Project Point of Light, Inc. to provide assessments @\$400 each, polygraphs @\$275 each, group counseling @ 20.00 per group individual and individual counseling sessions @89.00 each for a contract maximum of \$6,000.

Renewal agreement with New Directions Psychiatry and Counseling to provide psychiatric evaluations for children enrolled in the MTFC Program which is funded through a PCCD Grant. The contracted rate is \$185.00 per hour billed in 15 minute increments of \$46.25 for a contract maximum of \$15,000.

Renew agreement with Dr. Allen Ryen to provide psychological assessments, primarily bonding assessments as well as recommendations regarding the reunifications of families. The contracted rate is \$100.00 per hour inclusive of travel expenses.

Renew agreement for Trauma Focused Cognitive Behavior Therapy, Family Based Mental Health, and Family Behavioral Health in-home counseling services provided by Family Services of Northwestern PA for \$67,629. Trauma Focused Cognitive Behavior Therapy will be billed for non-MA/VBH eligible clients @\$94.00 for a contract maximum of \$32,058 (341units). Family Based Mental Health services will also be billed for non-MA/VBH eligible clients at @\$31.75 for a contract maximum of \$10,000 (315 units). Family Behavioral Health In-Home Counseling will be billed @\$91.00 per unit for a contract maximum of \$25,571 (280 units).

An addendum to include an additional rate of \$82.68 for the MA R&B per diem for the 09-10 Outside In School of Experimental Education Inc. contract.

An addendum to include the revised HIPPA language to the 09-10 Youth Alternatives, Inc. contract as required.

Commissioner Brooks made a motion to approve the above items, with the condition that those contracts that are NOT renewals are to be approved, pending solicitor review; seconded by Commissioner Beichner; aye all.

#### **FINANCE ADMINISTRATION:**

The following warrants were presented for approval by Diona Brick, Fiscal Director:

Total	\$ 1,374,393.59	
Warrant HS061810	439,584.21	Human Services Expenditures
Warrant 061810	172,382.70	Non-Human Services Expenditures
Warrant SP061410	13,456.00	Non-Human Services Expenditures
Warrant HS061110	375,468.13	<b>Human Services Expenditures</b>
Warrant 050710	\$ 373,502.55	Non- Human Services Expenditures

Commissioner Beichner made a motion to approve the warrants, seconded by Commissioner Brooks, aye all.

Diona also presented Resolution #2010-07 which requires all tax collectors to maintain all county funds in a "Public Funds" account at the bank depository of their choice, in order to minimize any potential loss of county funds. Commissioner Brooks made a motion to adopt the Resolution; Commissioner Beichner seconded the motion; aye all. (attached)

#### **PLANNING COMMISSION:**

Planning Commission Director Judy Downs presented Resolution #2010-08, for the Storm Water Management Plan to the Commissioners for approval (attached). Commissioner Beichner made a motion to approve the Resolution; seconded by Commissioner Brooks; aye all.

Representatives from HRG Engineers presented a brief presentation on the Storm Water Management Plan for the watersheds that are located in the County. This plan provides an inventory of the many elements that impact storm water runoff and offers guidance for its management as Venango County moves into the future. The Cherrytree Supervisors questioned what would happen if a municipality does not comply with the ordinance. They were directed to Section 12 of Plan that addresses this.

#### TWO MILE COUNTY PARK:

Park Director, Rich Mihalic, reported on activities at the Park. He currently has an Intern working at the Park that will be helping to coordinate with the children's various activities and with anything else that is going on at the park. They are getting the Observatory area ready for the Horse Trail Road that they anticipate will draw 100 people or so. A new set of steps have been installed and the fishing pier restrooms have been renovated. Things are very busy and are going well.

#### **COUNTY ADMINISTRATION:**

Chief Clerk Denise Jones presented the bid results for the purchase of an air-cooled condensing unit for the Human Services Complex facility. Three bids were received, with Central Heating & Plumbing Company having the lowest bid of \$22,597. Commissioner Brooks made a motion to award the bid to Central Heating & Plumbing for \$22,597.00; Commissioner Beichner seconded the motion; aye all.

#### **OTHER BUSINESS:**

Commissioner Brooks addressed the status of Commissioner Troy Wood. Commissioner Wood will be out of the office due to illness. There is no vacancy on the Board of County Commissioners as the position of Commissioner is constitutional and therefore is not considered vacant unless the incumbent has resigned, died or been convicted of a felony – none of which has occurred. The Court of Common Pleas has the authorization to make an appointment, should a vacancy occur. The internal email that was sent out to County row officers and department managers was intended for those individuals only in an effort to let them know that Commissioner Wood would not be available as the contact person for certain county-related issues and they would have to go to Commissioners Brooks or Beichner.

### **PUBLIC COMMENT:**

Darlene Sherman read a statement regarding the issues she faces as having autism. Due to her personality conflicts, she has to go out of the county to receive mental health services, at taxpayers' expenses, as no one here will agree to provide those services. Value Behavioral Health Services has not been helpful but instead have been rude to her and her assistant. She asked that Commissioners find a grant to train caseworkers to help them learn how to deal with her. Ms. Sherman said that she wants to be able to go back to Dr. Craig and Melissa Whitling here in Venango County. Commissioner Brooks said he would check with those individuals and get back to her.

Rod Bedow spoke on the Two Mile Run Park Endowment Fund. He thanked the County, the Park Advisory Board and Tim Spuck for adopting this fund that he believes will make the Park self-sustaining. He presented a check in the amount of \$5,000 to kick off the fund and asked people out in the community to contribute to the fund. The funds will be received and managed by the Venango Area Community Foundation, which is administered by Steve Kosak. A brochure is currently being drafted that will be sent out to attorneys and elsewhere asking

individuals to consider leaving money to this fund. He also asked if they could link this kind of information to the park's website. Martha Breene also thanked Rich Mihalic for doing a great job at the park.

Don Baker addressed the board on the Shared Ride Transportation Program. He questioned the savings that was reported as it appears that the application was for \$598,000 which is more than the \$425,000 they said it would cost. Diona Brick stated that Mr. Baker was mixing two programs together as the County has had to come up with \$200,000 to cover the gap for the Shared Ride Program over the past two years. Commissioner Brooks stated that with the County taking over this program, we will realize a saving of about \$250,000 for the County match. Mr. Baker also advised the Commissioners that the County OEO Program had scheduled interviews for county positions with his drivers during the day, so that the drivers were calling off work for Baker's and leaving gaps in his ability to provide services. Commissioner Brooks said he would check into this situation.

Discussion ensued regarding Commissioner Wood. Mike Thomas wanted to again confirm that there is no vacancy. Ray Beichner stated that he spoke with Commissioner Wood's mother and she was upset that rumors had been started that Troy was on his death bed, which is not the case. He stated that Troy is being moved to Sugarcreek Station. Commissioner Brooks stated that he had checked with Troy's mother before he ever made a statement to the newspapers, to make sure that she was okay with what he said and that it would be public record. Martha Breene stated that the Republican Party does take an active role in filling vacancies of public officials. She reviewed their process. County Auditor Heather Mohnkern, in response to questions about her inquiring into the Commissioner vacancy, said that she did talk to Dr. Brooks about the vacancy and went to the Republican Party about it also, but does not believe she did anything inappropriate.

Mike Thomas asked Commissioner Brooks about ORA's involvement with the situation with Blair's. Commissioner Brooks stated that they are still negotiating to keep the business here.

Upon a motion by Commissioner Beichner, and a second by Commissioner Brooks, the meeting adjourned at 7:05 p.m.

Respectfully submitted,

Denise W. Jones
Chief Clerk/County Administrator